

**NSSC Mission:** "To provide timely, accurate, high quality, cost effective and customer focused support for selected NASA business and technical services."

### Employee Transition Plan rolling out soon

Center Transition Team leads will be receiving the Employee Transition Plan (ETP) in mid-July. The Plan is designed to provide guidance regarding options and approaches available to successfully transition staff impacted by NSSC.

Each Center will use the ETP to develop Center specific approaches to staffing. A ViTS is scheduled for July 27 to discuss initial Center approaches and answer questions. The ViTS will be held July 27 from 2:00 – 3:00 p.m. EST

### Financial Management Update

Here is a highlight from the Financial Management Team courtesy of Cindy Epperson.

The Finance Transition Team continues to move forward in preparation for a successful transition to the NSSC. Recent activities include providing comments on the finance organizational structure, reviewing the integrated transition schedule, and identifying duties that are staying at the Centers. The Finance and Procurement Teams are also working on joint actions. In fact, the Teams are currently coordinating their second joint meeting in August. In addition, the Team has started the action to identify the "touch points" in the Finance processes (the points where the Centers are handing off work to the NSSC and vice versa). Please notify your Center Finance Transition Representative with tasks that will require the establishment of new or revised procedures.

### Current events

- July 12 - 14: One-on-One's with potential primes & their subs.
- An entrance conference was held last week with the GAO. They will be conducting an audit of NSSC cost estimates to be completed by the end of July.

### Key dates

- Week of August 2: Release RFP
- August 12: Center Trans Team ViTS 3:30 – 5:00 p.m. EST
- October 1: Proposals Due
- Receipt of proposals 60 days after RFP release
- Contract award on or before May 2005

### Center visits

Starting in mid-September the Agency Transition Team will be visiting each Center. The overall objectives of the visit are to raise the level of awareness of NSSC, provide current status and next steps, understand issues/concerns, and the requirements of each Center.

The team will be meeting with several different groups including: Center Director and senior leadership team, the Center Transition Team, leaders and staff in impacted functional areas and future NSSC customers. Stay tuned for a final schedule of visits.

### Assessment/Planning

Scott Madden & Associates, the firm working with the Agency Transition Team on the implementation of NSSC, provided the team a comprehensive assessment of our current state, a gap analysis and a pre-launch plan. This work will serve as a guide in eight key areas as we progress toward implementation:

• <i>Competitive process</i>	• <i>Operational Processes</i>
• <i>Organization</i>	• <i>Functional Processes</i>
• <i>Infrastructure/Design</i>	• <i>Business Case/Budget Activities</i>
• <i>Business Case/Budget Activities</i>	• <i>Other implementation activities such as: benchmarking and tracking technology initiatives</i>

### Business Operations Manager on board

Debbie King from MSFC recently joined the Agency Transition Team as the NSSC Business Manager.

Her accountabilities fall into three primary areas:

- Resources/Financials – serving as the technical budgetary expert
- Operations Support – supporting business process development and a range of business management and organizational issues
- Performance Management and Benchmarking – developing performance tracking, reporting and benchmarking processes.

### Welcome Debbie!

*The roles and responsibilities of NSSC Agency and Center Teams are posted on the NSSC website.*